

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Tuesday, December 05, 2017, starting at 7:30 p.m.

PRESENT

Chairing the meeting, Mayor Sylvester Atkinson; Deputy Mayor, Melinda den Haan; Councillors Michael Fairn, Clayton MacMurtry, Gary Marshall and Gail Smith; Chief Administrative Officer, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Regrets: Councillor Brad Reid.

Also in attendance were: Director of Public Works, Kim Looyenga; and 1st Deputy Chief Scott Veinot, Middleton Fire Department.

1. CALL TO ORDER

Mayor Atkinson called the meeting to order at 7:30 p.m.

2. APPROVAL OF THE AGENDA

171205.01: It was moved and seconded to approve the agenda as circulated. Motion carried.

3. APPROVAL OF MINUTES

171205.02: It was moved and seconded that the minutes of the Committee of the Whole meeting of November 06, 2017, be approved, as circulated. Motion carried.

4. ACTION ITEMS**4.1 Fire Hall / Community Centre Tender Document**

171205.03: It was moved and seconded to recommend that Council approve the Fire Hall/Community Centre Tender Document, version 3, dated November 29, 2017. Motion carried.

Committee members raised concerns regarding the additional cost of having a gym and a covered backyard patio. The concerns will be reviewed prior to the final plan being developed.

4.2 Correspondence: Geoff Stewart

Committee acknowledged receipt of the letter from the Municipality of the District of St. Mary's to Geoff Stewart, UNSM President, regarding the Union of Nova Scotia Municipalities name change.

171205.04: It was moved and seconded to recommend that Council write a letter to the Union of Nova Scotia Municipalities (UNSM) regarding their concerns with the proposed name change from UNSM to Federation of Nova Scotia Municipalities (FNSM). Motion carried.

4.3 RFD 17-2017: Rotary Riverside Park Memorial Sign

171205.05: It was moved and seconded to recommend that Council grant permission to the Rotary Club to erect a sign for the Memorial Tree Grove at Rotary Riverside Park. Motion carried.

4.4 RFD 015-2017: Repeal of Taxi Bylaw

171205.06: It was moved and seconded to recommend that Council Repeal *Bylaw 15 B - Taxi Bylaw*, as presented, and that the repeal be effective May 1, 2018. Motion carried.

4.5 Appointments:

a. Youth Ambassador

171205.07: It was moved and seconded to recommend that Council appoint Madison Steele as the Youth Ambassador for the Town of Middleton. Motion carried.

b. Audit Committee

171205.08: It was moved and seconded to recommend that Council appoint Mayor Sylvester Atkinson, Deputy Mayor Melinda den Haan and Councillors Michael Fairn, Clayton MacMurtry and Gail Smith as members of the Audit Committee for the Town of Middleton. Motion carried.

4.6 Correspondence: Municipality of the County of Annapolis

Committee acknowledged receipt of the letter from the Municipality of the County of Annapolis regarding a joint meeting to discuss ways to share services and/or to collaborate on initiatives.

Committee agreed that Mayor Atkinson, Warden Habinski, CAO Turner and CAO Ferguson should meet to develop the agenda with input from both Councils. Mark Peck,

Executive Director of Policy, Planning, and Operations Advisory Services, has agreed to facilitate the meetings.

5. INFORMATION/DISCUSSION ITEMS

5.1 Accounting Activities Report – November 2017

The Accounting Activities Report for the period of November 2017 was circulated to all Committee members.

5.2 Correspondence: Request for Curb Ramp

Committee acknowledged receipt of the letter from the Nova Scotia Health Authority requesting the Town reconstruct/fix the curb ramp/sidewalk area on the northwest corner of Commercial Street to meet the accessibility guidelines criteria.

Committee agreed to refer the request for review during the 2018-19 budget process.

5.3 Geotechnical Investigation Report

Committee acknowledged receipt of the Geotechnical Investigation Report for information only. Representatives from Eagle Project Management Inc. and GEMTEC Consulting Engineers and Scientists Ltd. will be attending the December 18th Council Meeting to provide an overview and answer questions.

5.4 Strategic Priorities Chart: Update

CAO Turner provide Committee with an update on the Town's Strategic Priorities:

a. Now:

- County Relations: Mayor, Warden and CAOs will meet to determine agenda for joint meeting;
- Fire Hall: location has been identified and tender for design and construction is pending;
- Service Levels: funding for staff structure review is pending with target date of January for the review;
- VIC Operations: operation review is ongoing;
- Parking Lots: review of the agreements is being conducted by the solicitor.

b. Next:

- Town Office: working on costs and options with NSCC;
- Green Space/Trails: due October 2018;
- Long Term Capital Plan: Director of Finance Daine will be developing the plan;
- Recreation Facilities: cost recovery is in the planning stages;

- Community Policing Officer: CAO Turner will meet with the RCMP next week to discuss the RCMP complement;
 - Economic Development Strategy: due Fall 2018;
 - Streetscape: streetlight installation will take place in January 2018 due to delays in delivery of equipment.
- c. Advocacy:
- NS Community College: Principal will attend the January Committee of the Whole Meeting to discuss future plans, incubator and community greenhouse.
- d. Operational Strategies:
- Bylaw Review: working on developing the target list;
 - Municipal Plan Review: community meeting was held on December 4; proposed changes will be sent back to the community with a finalization date of March/April;
 - Records Management System: on target but using significant resources.

CAO Turner will update the list and bring it back to Council for approval.

6. ANYTHING BY MEMBERS

Committee members have been receiving complaints from citizens on the out-of-service fire hydrants. They have explained to the citizens that the repair will be reviewed as part of the budget process.

The Christmas Tree Lighting evening was well received by the public and Committee members complimented the Recreation Department, Public Works and the Fire Department for their hard work on the event.

Council spent time visiting the businesses after the event and heard many positive comments.

7. IN-CAMERA (LABOUR RELATIONS)

171205.09: It was moved and seconded that Committee adjourn to in-camera at 8:27 p.m. to discuss matters relating to labour relations. Motion carried.

Recording Secretary McAuley, Director of Public Works Looyenga; and 1st Deputy Chief Veinot left the meeting at 8:27 p.m.

The in-camera session ended at 8:35 p.m.

171205.10: It was moved and seconded that Committee return to regular session at 8:35 p.m. Motion carried.

8. ADJOURNMENT

171205.11: It was moved and seconded to adjourn the meeting at 8:36 p.m. Motion carried.

Minutes Approved by Committee Motion 180102.02, January 2, 2018.